



# Safehaven

Exceptional Lives. Exceptional Care.

---

## MEMORANDUM

TO: All Employees  
FROM: Susan Bisailon  
DATE: Tuesday, March 24<sup>th</sup>, 2020  
SUBJECT: Website Launch: A Button for Covid-19 Information

---

Safehaven is committed to providing a safe environment for our clients, staff, volunteers, and our broader community. It is important to us that we remain transparent in our proactive approach to combatting Covid19, particularly as it pertains to our vulnerable clients.

To that effect, we have developed a resource page on our website that will provide you with up-to-date information on our regular communications to parents/guardians and families, employees, visitors, and the broader community. We have also included some external resources to help you navigate through this challenging time. Please click [here](#) to head to our website and see the full roster of information we have provided. Moving forward, we will continue to upload helpful documents to the page as the situation requires.

Furthermore, we hope to add a category of resources for our employees. As a team, we are trying to encourage healthy self-care practices to combat the challenges this pandemic has posed: access to online alternatives for staying active, social interaction platforms to stay laughing, or online counselling tools if you wish to talk. Beyond checking on our clients, we need to continue to check in with one another. Check-in later this week for additional resources, and please reach out if you have any suggestions.

Above all, health and safety is our top priority. We are doing everything we can to provide active support to our internal members and our external community. As always, please reach out if you have comments or concerns.

Take care of yourselves and one another,

Susan Bisailon, CEO  
The Safehaven Project for Community Living